



**U.S. ENVIRONMENTAL PROTECTION AGENCY
REGION 10**

**INDIAN ENVIRONMENTAL GENERAL ASSISTANCE PROGRAM (GAP)
FUNDING ANNOUNCEMENT
FY2008 Funding Announcement**

CFDA Number 66.926 -- Indian Environmental General Assistance Program

I. APPLICATION PROCESS TIMELINE

Funding Announcement in the mail	October 24, 2007
GAP Proposal (Work plan and budget Narrative) submittal deadline	December 24, 2007
EPA internal review timeframe	December 24, 2007 to February 8, 2008
Project Officer will contact applicant regarding next steps to negotiate work plan and budget revisions. Approved applicants are requested to submit full grant application package	No later than February 28 (next steps) February 28 to May 30, 2008 (negotiations) Preferred submittal date: on or before April 25, 2008
Grant awards issued to Tribes and tribal consortia	No later than September 30, 2008

II. SUMMARY OF SIGNIFICANT FEATURES OF THE GAP APPLICATION PROCESS

- Progressive application process: proposals (e.g., work plans and budget narrative) and abstracts only must be submitted by the December 24, 2007 deadline (postmarked by December 24, 2007 acceptable) followed by internal EPA review, negotiation with the applicant, and full application package submitted after work plans and budgets have been finalized. Draft work plans and budgets may be submitted by email but please contact your Project Officer by phone or fax if you are using this method. Applicants can submit the final budget, final work plan, and final federal forms through **grants.gov**, after they have been reviewed and approved by the Project Officer.
- Tribes are responsible for completing the negotiation process and responding to revision requests from the Project Officer in a timely manner. Submitting a work plan and budget does not guarantee receiving a grant.
- Proposals should be emailed or mailed "Return Receipt Requested" for verification of receipt by EPA. Tribal Coordinators will contact applicant's staff after the internal review period to arrange timelines for revisions and submission of the final application. (See note above about electronic applications.)
- Multi-year work plans will be accepted from current recipients with demonstrated administrative, financial and programmatic capability. Discuss the length of the project period with your Tribal Coordinator prior to submitting the proposal.
- Tribal consortia must submit supporting resolutions from all GAP eligible member Tribes by the final application deadline. Also, EPA Region 10 will award consortia funding based on the number

of Tribes that are members of the consortia. This is discussed in greater detail in Section V. Funding Priorities starting on Page 4.

- Work plans must be presented using a standardized template as discussed in the Indian General Assistance Program (GAP) 2006 Grant Administration Guidance. **Please go to:** <http://www.epa.gov/indian/gap-wpf.htm> for the latest version of the GAP template.
- For FY 2008, you may submit your final application through grants.gov. Once your pre-application (workplan, templates, and budget) has been reviewed by your EPA Project Officer, you will be provided with a Funding Opportunity Number to use in grants.gov. See the attached sheet."

III. FUNDING OPPORTUNITY DESCRIPTION

A. BACKGROUND AND PURPOSE

EPA's policy is to work with Tribes on a government-to-government basis to enhance environmental protection in Indian Country and tribal communities. In 1992, Congress passed the Indian Environmental General Assistance Program Act which authorizes EPA to provide General Assistance Program (GAP) grants to federally recognized Tribes and tribal consortia for planning, developing, and establishing environmental protection programs in Indian Country, as well as developing and implementing solid and hazardous waste programs on tribal lands. The goal of this program is to assist Tribes in developing the capacity to manage their own environmental protection programs, and to develop and implement solid and hazardous waste programs in accordance with individual tribal needs and applicable federal laws and regulations.

IV. ELIGIBILITY INFORMATION

A. MATCHING COSTS

Applicants are not required to provide any share of GAP project costs.

B. ELIGIBLE RECIPIENTS

All federally-recognized Tribes in Region 10 are eligible to receive funds. Intertribal consortia that meet the requirements below may also receive funding, depending on availability of funding after Tribal governments are funded.

A tribal consortium is defined as a partnership between two or more Tribes authorized by the governing bodies of those Tribes to apply for and receive assistance under the GAP program. A tribal consortium is eligible to receive grants if the consortium can adequately document compliance with the following requirements:

- A majority of its member Tribes meet the eligibility requirements to receive GAP grants.
- All member Tribes that meet the eligibility requirements authorize the consortium to apply for and receive the grant.
- Only member Tribes that meet eligibility requirements will directly benefit from the grant project and the consortium will agree to a grant condition to that affect.
- Consortia must include tribal resolutions or other official documentation from each GAP-eligible member Tribe with its full application. Resolutions should specify the period of time authorized by the member Tribe to apply for the consortia project.

C. ELIGIBLE ACTIVITIES

1. Capacity-Building Activities

Capacity building through this program may include developing the appropriate administrative and legal infrastructure, establishing tribal technical capability, and planning and establishing an integrated tribal environmental management program to be implemented through other EPA program-specific grants. Examples of capacity building activities include, but are not limited to, the following:

The goal is to develop a sustainable and integrated Tribal environmental program by hiring and maintaining environmental staff positions and attending environmental trainings and workshops that lead to the ability to do the work of the environmental program.

- Conducting an environmental assessment of the reservation or village to identify the Tribe's actual or potential environmental and human health issues.
- Creating an environmental plan or strategy to address priorities identified by the assessment.
- Developing legal capability such as an assessment and revision of existing tribal codes, policies and ordinances, or the development of new codes, policies and ordinances to prevent environmental degradation on tribal lands.
- Developing administrative capability through assessing and modifying existing financial and administrative systems to ensure adequate tracking of grant funds.
- Developing an integrated solid and hazardous waste management plan

2. Solid and Hazardous Waste Implementation Activities

GAP funds can be used for implementation of tribal solid and hazardous waste programs. Region 10 recommends completion of an integrated solid waste management plan prior to beginning implementation activities in order for the plan to provide guidance and structure for addressing solid and hazardous waste issues. Implementation of solid and hazardous waste activities may include, but is not limited to, the following:

- Activities to clean up, close, or upgrade open dumps
- Activities to draft an integrated waste management plan
- Removal of abandoned vehicles, scrap metals, and used tires
- Planning and conducting household hazardous waste cleanups
- Establishing recycling collection areas and support facilities

NOTE: Implementation projects that involve ground disturbing, precedent setting, or highly controversial activities may be subject to compliance with the National Environmental Policy Act (NEPA). When NEPA compliance is necessary, the proposed GAP work plan must contain appropriate compliance activities, such as an environmental review, or the development of an Environmental Assessment (EA) or Environmental Impact Statement (EIS). Please contact your Tribal Coordinator to discuss whether or not NEPA activities may be required.

For additional information regarding other eligible activities, please refer to the Indian Environmental General Assistance Program Guidelines for the Award and Management of General Assistance Agreements for Indian Tribes, March 2000 (<http://www.epa.gov/indian/pdfs/gap2000.pdf>) and the 2006 Grant Administration Guidance, February 2006 (<http://www.epa.gov/indian/pdfs/gap2006.pdf>).

V. FOCUS AREAS

The Indian General Assistance Program grant is not a competitive grant program and is exempt from the EPA Grants Competition Policy (EPA Order 5700.5) under Section 6c. All applications that meet the requirements set forth in program regulations and guidance will be funded as long as funds are available. Less funding may be available to Region 10 Tribes and Tribal Consortia in federal fiscal year 2009 than in recent years.

A. RECOMMENDED FOCUS AREAS

While EPA Region 10 provides funding for all activities that build the capacity of tribal governments to manage environmental programs, Region 10 encourages Tribes to discuss interest in these recommended focus areas with their EPA Tribal Coordinator.

1. For Tribes that are new to the GAP program or which have experienced difficulty meeting grants management requirements, Region 10 recommends focusing on:
 - **Developing and Maintaining Core Grants Management Competencies**
This focus area refers to the core management functions and Tribal programs funded under GAP or other grants, including having administrative and financial policies and procedures that comply with the requirements of OMB Circulars and Generally Accepted Accounting Principles (GAAP). These core management competencies include properly implementing those policies and procedures, and assuring engaged and effective governance by Tribal administrators and Tribal Councils. Region 10 strongly recommends that Tribes emphasize these competencies as the solid foundation on which all other grant activities rely.
2. For Tribes with established programs that have demonstrated the ability to properly manage grants, Region 10 recommends considering one of the following focus areas:
 - **Managing Solid and Hazardous Waste/Establishing and Implementing Recycling Programs**
Region 10 recommends this focus for three reasons. First, implementation of solid and hazardous waste management programs and projects is within the scope of the GAP program. Second, Region 10 is aware that solid waste management is a significant concern to many of the Tribes in Region 10 and elsewhere. It appears to be an issue of special importance to Tribes located in Alaska where unmanaged open dumps may contaminate drinking water sources and otherwise have adverse effects on tribal health and subsistence resources. Third, closing, cleaning up or upgrading open dumps is a priority included in EPA's new strategic plan. See Goal 3, Objective 3.1, Sub-objective 3.1.1 at <http://www.epa.gov/ocfo/plan/plan.htm> for more details.
 - **Responding to Climate Change**
Tribes in Region 10, especially are increasingly concerned about the rate and effect of climate change on their communities and traditional life ways. Region 10 supports the use of GAP funds, consistent with the capacity building focus of the program, to gather

and report on changed climatic conditions and to plan for how Tribes can best respond to the climate-change related risks, such as the coastal erosion and consequent increased risk of flooding. Exploration of ways in which Tribes and their members can reduce carbon emissions is also encouraged.

- **Protecting Subsistence Resources**

Region 10 recognizes that protecting and restoring healthy and abundant subsistence foods is critical to maintaining tribal communities and tribal culture. Region 10 encourages the use of GAP funds for activities such as:

- Baseline Assessments (for example, fish tissue sampling, and fish consumption surveys)
- Baseline water quality monitoring and assessments
- Emergency response preparedness activities
- Wetlands and fish habitat inventory work
- Document traditional indigenous ecological knowledge

Note: All sampling activities require an EPA approved quality assurance plan before beginning sampling.

- **Developing Capacity to Properly Operate Utilities**

The final recommended focus area addresses the importance to tribal governments of developing the personnel resources to effectively operate and maintain utility services, such as drinking water supply, wastewater sanitation, landfills, and electrical supply, in an environmentally sustainable manner. If such facilities are not properly managed, operation of such facilities can result in harm to human health and the environment, for example, in the form of oil spills that may occur in the transfer of fuel to diesel generators. Because GAP funding cannot be used to maintain utility management capacity once it has been developed, Tribes interested in using GAP funding in this manner should include in their application long-term plans to assure that utility management capacity will be maintained after being developed.

Please note that GAP funding cannot be used for maintenance and operation of Tribal utilities (for example, to pay for utility-related expenses such as purchase of oil or other supplies, or salary for the utility operator).

- **Environmental Education** Activities with students or teachers in K - 12 schools; community meetings; flyers; newsletters; websites, etc.
- **Documenting Traditional Ecological Knowledge (TEK)**
- **Develop Tribal Consultation Policy/Procedures** The Federal Government has a trust responsibility to federally recognized Tribes which includes government-to-government consultation. Many Federal Agencies have their own Tribal Consultation policy that guides their Agency's staff on how to conduct government-to-government consultations. The EPA encourages Tribes to develop their own consultation procedures that allow the Tribe to comfortably consult with Federal Agencies. Some items that this policy could include are: who to communicate with within the Tribe; protocols for coming to the community; how often tribal council meets; how the Tribe prefers to communicate and on what specific issues. This would allow the Tribe to give this to any organization that is working with the Tribe.

B. BASE GRANT FUNDING

Available GAP funding will be awarded to assure base funding for all federally recognized Region 10 Tribes that meet EPA GAP funding requirements. Intertribal consortia will be funded if funding is available.

1. Tribal Governments

- Awards for base funding will not be less than \$75,000 and may be up to \$110,000 per year. Tribes with large reservations may receive up to \$160,000.
- We will accept multi-year proposals for up to four years from existing GAP recipients with a strong record of achieving outputs and outcomes, and who have otherwise demonstrated sound grants management. While multi-year proposals are encouraged, applicants should discuss these with their project officer before submitting them.
- During the application period, Tribal governments are encouraged to provide EPA with information about the service provided by any consortia in which they are a member. This information will be considered in making final decisions about funding for specific consortia.

2. Tribal Consortia

- Tribal Consortia may be funded provided that Region 10 has sufficient funding for all eligible and qualified Tribal government applicants first. Because the demand for funding may exceed available funds, consortia are advised to describe how funding proposals respond to the administrative and technical assistance interests of their member Tribes. **If there is not enough funding to fully fund Tribal governments, then Consortia will not be funded.**
- EPA will provide funding to consortia in proportion to the number of federally recognized Tribes that make up the consortia.
 - In order to better assure adequate funding for Tribes, no consortia will be provided base funding in excess of \$300,000 per year.
- Tribal consortia must demonstrate that GAP-eligible member Tribes support the consortia's application. The adoption of resolutions by member Tribes remains the preferred method for demonstrating support. Resolutions must be specific to GAP.
- In addition, EPA expects consortia to provide administrative and financial management assistance to its members unless the members explicitly express a preference for other types of assistance in the documentation they submit in support of the consortium's application.

C. ADDITIONAL FUNDING OPPORTUNITIES

1. Peer Assistance Program (formerly known as the Circuit Rider Program)

The Region 10 GAP Peer Assistance program funds Tribes or consortia to provide on-site financial management training and assistance to Tribal staff. In FY2005, five awards

were made, with service beginning in late 2005 to a portion of Tribes in Alaska. EPA would like to expand this program to include those areas of Alaska that are not currently being served by a locally based Tribe or consortia, and if possible begin to serve Tribes in Idaho, Oregon, and Washington as well.

2. Training and Special Assistance

GAP grant recipients that would like to receive training and special assistance in the financial and administrative requirements of grants management from the grants specialists located in the Region 10 Grants Administration Unit in Seattle, Washington, may request travel funds to do so. Because of funding limitations, EPA primarily is interested in providing funding for this type of training and assistance to entities that are applying for their first GAP grant and those which have experienced an interruption in their GAP funding due to administrative or financial management issues.

3. 2009 Tribal Leaders Summit

Tribes and Tribal Consortia located in the State of Idaho may express interest in hosting the 2009 Tribal Leaders Summit by submitting a short statement summarizing their interest and ability to serve as host. We expect over 400 attendees for the summit, requiring sizable conference facilities and lodging availability. As a policy, tribally owned facilities are preferred. The host Tribe will be awarded a cooperative agreement in time to allow 6 to 9 months planning and preparation for the Summit in collaboration with Region 10.

VI. REQUIRED GRANT PROPOSAL ELEMENTS

A. Base Funding Proposals

Draft grant proposals should be postmarked no later than Friday, **December 24, 2007** and must contain a work plan and budget narrative.

1. Work Plan

- Narrative description of risks to human health and the environment to be addressed by the applicant, and their relation to any environmental assessment or strategy efforts conducted to date
- Plans describing tribal capacity building actions to address environmental and human health risks
- Outputs and outcomes resulting from the capacity building actions and a description of how these outputs are expected to contribute to eliminating or reducing environmental and human health risks
- For each set of planned actions to be funded under the grant, the estimated work years, estimated funding amounts and a time frame for their accomplishment
- A performance evaluation process and reporting schedule in accordance with 40 CFR 35.515
- The roles and responsibilities of the recipient and EPA in carrying out the work plan commitments

- Quality assurance documentation (if applicable).

2. Budget Narrative

- A budget narrative, broken out by federal object categories (see Section B-Budget Categories of the Budget Information-Non-Construction Programs, SF 424A) and by each year of the project, must be included in the proposal.

B. Additional Funding Opportunities

Please refer to **Attachment A** for instructions on preparing and submitting abstracts to be considered for additional funding for (1) Peer Assistance Program, (2) Training and Special Assistance, and/or (3) Hosting the Tribal Leaders Summit. An abstract is a one-page description of proposed tasks and their costs.

NOTE: This announcement requests that draft proposals be submitted no later than December 24, 2007. While proposals submitted after that date may be considered on a case-by-case basis and as resources allow, submitting a significantly late proposal after the due date may jeopardize funding.

VII. MANAGEMENT CAPACITY

All grant applicants must demonstrate sound financial, administrative and programmatic management capability. For current or previous recipients, this includes:

- Timeliness and completeness of reports
- Progress under the current work plan
- Absence of duplicative activities in proposed work plan and budget when compared to earlier awards
- Amount of unexpended funds

For recipients with past performance issues, the application should include a discussion of the steps the applicant has taken to address issues and correct past administrative, financial or programmatic challenges.

If the applicant has not applied for GAP in the past, or past performance merits a review of the applicant's administrative or financial systems, a pre-award review may be required prior to the submission of an application. A Tribal Coordinator will contact the applicant to schedule this review if necessary.

VIII. AWARD ADMINISTRATION

Applicants awarded funding must comply with the terms and conditions of the grant award as well as the federal regulations governing the award and the administration of environmental programs for Tribes and tribal consortia, found in Title 40 of the Code of Federal Regulations (CFR), Parts 31 and 35, Subpart B (40 CFR 35.500-35.518). EPA highly recommends that grant applicants carefully review and understand all grant award documents prior to accepting the grant. If questions or concerns arise during that review, contact your tribal coordinator.

IX. AGENCY CONTACTS

In order to be considered for funding, please submit proposals and/or abstracts no later than **December 24, 2007 (postmark date acceptable)**. If located in Alaska, please submit your

proposal to the Alaska office. **If in Idaho, Oregon, or Washington, please submit your proposal to your Project Officer (electronic preferred).** If you are a new grantee in Idaho, Oregon, or Washington, please submit your proposal to the Region 10 office in Seattle. Alaska and Regional Office mailing addresses are listed below. In order to expedite the review of your proposal and/or abstract, please send an electronic copy by email to your EPA Tribal Coordinator as well.

US EPA, Alaska Operations Office
222 W. Seventh Avenue, #19
Anchorage, AK 99513-7588
Attn: Santina Gay

US EPA, Region 10
1200 Sixth Avenue, Suite 900, ETPA-085
Seattle, WA 98101-1128
Attn: Diana Boquist

If you have any questions about the GAP application process or grant requirements, please contact your Tribal Coordinator.

For applicants in Alaska, general questions can be directed to the Alaska Tribal Unit office at 1-800-781-0983.

For applicants in Idaho, Oregon, or Washington, please contact your EPA Tribal Coordinator.

X. OTHER INFORMATION

A. Dispute Procedures

40 CFR Part 30.63 and 40 CFR Part 31.70 describes the dispute resolution process.

B. Confidentiality

Applicants must clearly mark information they consider confidential. EPA will make confidentiality decisions in accordance with Agency regulations found at 40 CFR 2, Subpart B. EPA reserves the right to reject any applications, deny funding after an application has been submitted or tentatively awarded, or to not make any awards.

XI. LIST OF ATTACHMENTS

Attachment A: Instructions for Abstracts
Attachment B: Internet Resources and Information
Attachment C: Grants.gov Information
Attachment D: Raven Template